



# COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

## YOUTH WORKER SUPERVISOR

Job Number: 20001174

Job Code: 64040V161016

Job Group: 6400 - JUVENILE JUSTICE

Job Established: 06/01/1997

Job Revised: 10/16/2016

Grade: 11 Salary (MIN - MID):

\$13,581-\$17,990 - Hourly

\$2,206.92-\$2,923.38 - 37.5 Hr. Monthly Salary

\$2,354.04-\$3,118.28 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

### **PROBATIONARY PERIOD:**

This job has an initial and promotional probationary period of 12 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

**CHARACTERISTICS OF THE JOB:** *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Supervises youth workers in a day treatment, group home, residential or detention facility; and performs other duties as required.

### **MINIMUM REQUIREMENTS:**

#### **EDUCATION:**

Graduate of a college or university with a bachelor's degree.

#### **EXPERIENCE:**

Must have two years of experience in the supervision and care of young adults (ages 12-21) in a residential, correctional, group home, detention or day treatment program.

#### **Substitute EDUCATION for EXPERIENCE:**

Successful completion of the Department of Juvenile Justice Training Academy or equivalent training program approved by the Commissioner of the Department of Juvenile Justice will substitute for two years of the required experience.

#### **Substitute EXPERIENCE for EDUCATION:**

Experience in the supervision and care of young adults (ages 12-21) in a residential, correctional, group home, detention, military or day treatment program will substitute for the required education on a year-for-year basis.

#### **SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):**

Must possess a valid driver's license prior to appointment in this classification. Must maintain any required licensure(s), certification(s), or other credentials for the length of employment in this classification. Employing agency is responsible for ensuring employee possesses and maintains required licensure(s), certification(s) or other credentials.

**EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION:** *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Supervises and coordinates the work of Youth Workers in a day treatment, group home, residential or detention facility. Assigns work and evaluates the work performance of subordinate employees. Ensures that staff adhere to work schedules in providing facility coverage in compliance with approved agency policy and procedure. Coordinates residents' daily shift activities. Monitors and orients new staff to programs operated by the facility. Prepares/reviews incident reports and records youth's daily intervention and rehabilitative treatment services. Monitors youth participation in daily activities including social development and instructional activities. Conducts discussion with youths about adjustment and provides insight into responsible behavior and attitudes.

**UNIQUE PHYSICAL REQUIREMENTS:**

Incumbents must be able to exert physical effort in the proper restraint of residents based on behavior. May perform other physical efforts in assisting youth with recreational and work related projects. May exert physical effort in the performance of routine maintenance duties.

**TYPICAL WORKING CONDITIONS:** *Incumbents in the job will typically perform their job duties under these conditions.*

Typically works in a day treatment, group home, residential or detention facility.

**ADDITIONAL REQUIREMENTS:**

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title maybe required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.